

# Agenda

## TREE BOARD

### Regular meeting

9 a.m. Wednesday, March 15, 2023

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



**1. Call to order, roll call, and confirmation of quorum**

**2. Agenda changes and approval**

**3. Minutes review and approval**

Minutes from regular meeting on Jan. 18, 2023, and Feb. 15, 2023

**4. Discussion items**

- A. Discuss 2023 Bee City Initiatives with Sarah Meadows of Garden Club Bee City Subcommittee
- B. Planning for Earth Evening: Friday, April 28<sup>th</sup> from 6 pm-8 pm at the Farmer's Market Pavilion in River Park

**5. Updates**

- A. Garden Club
- B. Invasive Removal Team
- C. Staff: King Street, tree removal on Riley, plantings

**6. Adjournment**

Interpreter services or special sound equipment for compliance with the American with Disabilities Act is available on request. If you are disabled and need assistance with reasonable accommodations, call the Town Clerk's Office at 919-296-9443 a minimum of one business day in advance of the meeting.

# Minutes

## TREE BOARD

Regular meeting

9 a.m. Jan. 18, 2023

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Chair Casey Collins, Sharon Billings, Tim Logue, Mixon Nelson, and Greg Yavelak

Absent: Bridget Booher Linda Paynter

Staff: Public Space and Sustainability Manager Stephanie Trueblood

### 1. Call to order, roll call and confirmation of quorum

Chair Casey Collins called the meeting to order at 9 a.m. Public Space and Sustainability Manager Stephanie Trueblood called the roll and confirmed the presence of a quorum.

### 2. Agenda changes and approval

Trueblood noted that there was an additional agenda item, which was approval of the Oct. 19, 2022, minutes.

Added item — Minutes approval from regular meeting on Oct. 19, 2022

Motion: Member Sharon Billings moved to approve the minutes as presented. Member Tim Logue seconded.

Vote: 5-0

### 3. Discussion items

#### A. Revision to street tree planting proposal from Laura Juel at 158 W. King St.

Trueblood noted this item is revisiting Laura Juel's request to plant three trees in the right of way at 158 W. King St. Trueblood said NCDOT had approved the planting of three serviceberry trees in the right of way, but Juel had given it more thought. NCDOT would need to approve changes.

Juel explained she is concerned about cedar rust and having to treat serviceberries with fungicide. She has a large cedar tree and lives close to Cedar Walk. She does not want to use fungicides. She said the location where she would like to plant trees is a hot spot and she will need a very hardy tree that will not get in the way of the sidewalk.

Juel proposed planting smaller tulip poplar that would grow about 25 feet tall. This smaller variety is called "Little Volunteer," and it has an upright habit.

Trueblood noted that Juel and her husband are planning to buy the trees and pay for the installation. She noted the overhead lines are cable and phone lines about 15 and 20 feet overhead.

Motion: Logue moved to approve the amended proposal. Member Greg Yavelak seconded.  
Vote: 5-0

B. Proposal from Hillsborough Pokémon Go Group to plant a memorial tree on Riverwalk

Will Davis addressed the board. He clarified he was not a member of the group but was Shara Evans' fiancé. He explained the group would like to plant a tree in her memory.

Trueblood said the group did not have a particular tree or location in mind.

The board suggested a black gum.

Evans said the group suggested planting a tree near the interpretive sign about habitat.

Trueblood explained that she usually gets the estimate for the plaque and then informs the person or group who is donating the tree of the cost of the plaque.

Motion: Logue moved to approval proposal for planting of black gum tree on Riverwalk near interpretive sign regarding habitat. Billings second.  
Vote: 5-0

C. Invasive species removal planning: Fig Buttercup

Holly Reid and Rich Shaw addressed the board. They explained that they first saw the invasive fig buttercup along Stillhouse Creek and were notified that it is an invasive plant about five years ago. They are part of a four-county group that is working to remove this invasive species. They shared examples of public information that other agencies have distributed.

The board expressed interest in asking the town's communications team to help publicize efforts to remove the invasive plant. It was decided to ask the public to contact the Public Space and Sustainability Division, which will notify Reid and Shaw.

**4. Updates**

A. Garden Club

Billings gave a brief update.

B. Invasive Removal Team

Logue reported the team has planted the plants ordered through Mellow Marsh, noting that Mixon Nelson planted most of them. The team is focused on the south bank under the bridge. Logue would like to return focus to the English Ivy removal on the Town Hall Campus.

Trueblood is reconsidering privet removal in Gold Park and noted that the team may gain visibility if a work day is planned when there is a Creek Week activity in Gold Park. Trueblood suggested hosting a neighborhood competition for invasive species removals.

C. Staff

Trueblood introduced Assistant Town Manager and Community Services Director Matt Efird.

Collins excused herself from the meeting at 10:18 a.m.

Trueblood gave updates including:

- Stream buffer plantings have taken place at Turnip Patch Park and Murray Street Park
- Bee City USA report for 2022 has been submitted to maintain the town's status as a Bee City
- Garden Club is celebrating its 100<sup>th</sup> anniversary this year. She is coordinating with the club's president.
- The Parks and Recreation Board has almost finished the Gold Park Master Plan and is considering removing the backstop and carving up the large field to create smaller activities. The board is interested in landscaping to separate the spaces. Trueblood is interested in Tree Board input. If basketball courts were to be built in the future, they would be built on the north side of the field.
- In February, the Tree Board will be asked to review the chapter on the environment and natural systems.
- The Fairview Community Watch would like Tree Board assistance in landscaping in front of the Dorothy N Johnson Community Center.

## 5. Adjournment

The meeting was adjourned at 10:25 a.m.

Respectfully submitted,



Stephanie Trueblood  
Public Space and Sustainability Manager  
Staff support to the Tree Board

Approved: Month X, 202X

# Minutes

## TREE BOARD

### Regular meeting

9 a.m. Feb. 15, 2023

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Chair Casey Collins, Sharon Billings, Tim Logue, Mixon Nelson, and Greg Yavelak

Absent: Bridget Booher and Linda Paynter

Staff: Public Space and Sustainability Manager Stephanie Trueblood

### 1. Call to order, roll call and confirmation of quorum

Chair Casey Collins called the meeting to order at 9 a.m. Public Space and Sustainability Manager Stephanie Trueblood called the roll and confirmed the presence of a quorum.

### 2. Agenda changes and approval

There was none.

### 3. Discussion items

#### A. Rules of Procedure updates for consideration

Trueblood explained that Assistant Town Manager and Community Services Director Margaret Hauth has been working on creating consistent rules of procedure across the appointed boards.

Trueblood noted the proposed changes, which were marked in red on a Word document for the board. The changes included the removal of ex officio positions on the board, the removal of the statement about removing a tree board member, adding that meeting notices will be sent a week before, and adding that dates of future amendments will be noted in a list at the end of the rules.

Motion: Member Tim Logue moved to approve the amended rules of procedure. Member Greg Yavelak seconded.

Vote: 5-0

#### B. Review draft Environment & Natural Systems chapter from draft Comprehensive Sustainability Plan

Trueblood gave a brief overview of the role of the plan and the process of creating the plan.

The board asked questions, and Trueblood answered questions and noted where the plan needed to be tweaked to be clear.

#### C. Bee City USA Initiatives (No Mow Month, Feed the Bees Month)

The board plans to participate in Earth Evening and National Pollinator Week. The board decided to promote "No Mow March." There was interest in printing signs for yards to explain why people aren't mowing.

### 4. Updates

#### A. Garden Club

Billings gave a brief update on topics covered during the club's most recent meeting and next meeting.

B. Invasive Removal Team

Logue is coordinating an invasive species removal work day the morning of March 25 in Gold Park. This will be a Creek Week event, coordinated with Stormwater and Environmental Services Manager Terry Hackett.

C. Staff

Trueblood gave updates including:

- A tree was taken down on West Margaret Lane without a permit. It is a code enforcement and Historic District Commission issue.
- Fall plantings have been planted.

5. **Adjournment**

The meeting was adjourned at 10:40 a.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Stephanie Trueblood". The signature is fluid and cursive, with the first name being more prominent.

Stephanie Trueblood  
Public Space and Sustainability Manager  
Staff support to the Tree Board

Approved: Month X, 202X

## Plans of HGC Bee City Subcommittee for National Pollinator Week 2023

The dates for Pollinator Week are June 19-25. The Bee City subcommittee is planning several celebratory activities for Hillsborough as the 35<sup>th</sup> Bee City USA and we welcome the input and support of the Tree Board.

The HGC Bee City Committee plans and carries out activities throughout the year, but especially during this special week. We will take the opportunity to educate our neighbors about the importance of insect and animal pollinators to our food supply and to the beautiful flowering plants we all enjoy. These are some events and activities that are confirmed so far:

- Publicity for Pollinator Week will be distributed during Last Friday April 28 and during the Spring Garden Tour on May 6, plus Word on the Street notices in News of Orange.
- Free Wildflower of the Year seed distribution at several locations in town; seeds are furnished by the NC Botanical Gardens.
- Offer free visits to two Open Gardens in the Poplar Ridge subdivision, one with mainly flowers and one with mainly vegetables.
- Publish article about pollinator gardening to be published in News of Orange
- We will ask the Town of Hillsborough to erect the Pollinator Week sign on S. Churton St.
- We will ask Governor Cooper and Mayor Weaver to declare June 19-25 as Pollinator Week
- We will ask the Chamber of Commerce to encourage merchants and organizations to observe Pollinator Week with product promotions, displays, window decorations, etc.

These are ideas for activities that may happen, depending on getting more volunteers to assist:

- Host a public information table at Earth Evening April 28 6-8pm at the Market Pavilion.
- Conduct a potential reimagined Bee Photo Hunt in cooperation with downtown merchants; businesses and organizations would post cartoon bee signs in business windows; public can take certain # of photos and collect pollinator week stickers from merchants to win prizes.
- Organize a potential Pollinator Themed Family Craft Event at a local park (date TBA) – volunteers will interact with adults and children to make seed bombs and make pollinator art projects, distribute information about native plants and pollinator gardening, answer questions.

Contact Chair Sarah Meadows, [smeadow100@gmail.com](mailto:smeadow100@gmail.com).